



Winter 1997

The Standard

C a l i f o r n i a S t a t e B o a r d o f C o r r e c t i o n s

VIOLENT OFFENDER INCARCERATION GRANT PROGRAM

This fiscal year the Board of Corrections (BOC) will award over \$54.5 million in Federal grants to counties to add or modify BOC rated bed space in local adult and juvenile detention facilities. Adult facilities will receive nearly \$17.19 million and juvenile facilities will receive \$37.4 million pursuant to the State Budget Act, Chapter 282, Statutes of 1997. These funds are to be competitively awarded to counties from the Federal Violent Offender Incarceration and Truth-in-Sentencing Grant Program.

The additional Federal funds dedicated to counties for juvenile facility construction was the result of the Legislature declaring exigent circumstances (i.e., the need to enhance public safety throughout California in jurisdictions that do not have adequate facilities). This is the first statewide funding made available for county juvenile facility construction since the 1988 statewide County Correctional Facility Bond Act.

The BOC has appointed an Executive Steering Committee (ESC) to guide this process and provide advisory recommendations. The 10-member ESC is comprised of four BOC members and includes three County Supervisors, three Chief Probation Officers, three County Sheriffs, and an Executive Director of a community program. Adult and juvenile facility Requests for Proposals (RFPs) have been issued to counties and identify state and Federal grant requirements.



- **STC Regulation Revision**
- **Governor Expands BOC Membership**
- **Manager/Administrator STC Core Course**
- **STC and Community Correctional Facilities**
- **Governor Requests Juvenile Facility Profile Surveys**
- **Juvenile Facility Crowding Work Group Developing Recommendations**
- **New Staff/Departing Staff**
- **Adult Facility Regulation Revision**

Adult construction awards are expected to be made by the BOC in January 1998, and adult reallocation construction awards and juvenile construction awards are expected to be made by the BOC in May 1998. Additional Federal construction grants in upcoming fiscal years are contingent upon continued appropriation by Congress and the Legislature. Information on specific awards and general update information will be provided in subsequent editions of *The Standard*. Questions about this Federal grant program can be directed to BOC field representatives Dwight Hoertsch or Doug Holien, or Deputy Director Toni Hafey, at phone number 916/445-5073 (or send e-mail to bodwight, bodoug, or botoni@bdcorr.ca.gov).

STC Regulation Revision

THE BOARD OF CORRECTIONS



BOARD MEMBERS

THOMAS M. MADDOCK, Chair
Acting Secretary
Youth & Adult Correctional Agency

FRANCISCO ALARCON
Director
Department of the Youth Authority

LOUISE E. FYOCK
Administrator
Community Connection Resource Ctr.

JERRY R. KRANS
Administrator
Orange Co. Sheriff's Department

HARVEY S. NYLAND
Sheriff
San Benito Co. Sheriff's Department

SUSAN SAXE-CLIFFORD, Ph.D.
Public Member
Susan Saxe-Clifford Corporation

TOM SAWYER
Sheriff
Merced Co. Sheriff's Department

RAYMOND C. SIMON
County Supervisor
Stanislaus County

TERRENCE STARR
Chief Probation Officer
Contra Costa Co. Probation Department

CAL TERHUNE
Interim Director
Department of Corrections

J. MICHAEL TRUJILLO
Public Member
Golden State Management Services

EXECUTIVE DIRECTOR:
THOMAS E. MCCONNELL

DEPUTY DIRECTORS:
WILLIAM CROUT
TONI HAFEY
CHARLES W. PAGE, JR.

In January 1998, the BOC will begin a review, evaluation, and revision of the Standards and Training for Corrections (STC) Program regulations in Title 15, California Code of Regulations, Sections 100 through 353. The process involves forming an Executive Steering Committee (ESC) to oversee the effort. The ESC will consist of two Sheriffs, two Chief Probation Officers, a Chief of Police, a County Supervisor, two adult facility administrators, and two juvenile facility administrators, and will be chaired by members of the BOC.

The BOC will also solicit aid from several constituent-based task forces from local agencies to meet as necessary, review the regulations, and make recommendations to the ESC. This effort will likely extend through Calendar Year 1998 for committee and task force members. Once the ESC and task forces are formed, more precise time lines will be identified and published. Updates will be provided in future editions of *The Standard*. Nathaniel Reed, BOC field representative, is the coordinator of the revision process and can be reached at telephone number 916/324-2878 (or send e-mail to bonat@bdcorr.ca.gov).

STC Numbers for 1997/98

A record 26,919 local corrections employees are participating in the Standards and Training for Corrections (STC) Program in Fiscal Year 1997/98; a four percent increase from last year and a 19 percent increase since 1989.

As most are well aware, the Corrections Training Fund is not keeping pace with this growth, and has actually decreased by more than 27 percent since 1989, from slightly over \$14 million in 1989 to just \$10.3 million in 1997. Below is the breakdown of this year's categories of participants:

| Category | Journey | Core |
|----------------------|---------|------------------|
| Administrators | 264 | 23 |
| Managers | 727 | 88 |
| Supervisors | 2,323 | 1,171 |
| Corrections Officers | 10,616 | 2,283 |
| Juvenile Counselors | 3,945 | 868 |
| Probation Officers | 4,024 | 587 |
| Totals | 21,899 | + 5,020 = 26,919 |

Governor Expands Membership of Board of Corrections

Governor Wilson recently signed into law Assembly Bill 177 (Goldsmith), Chapter 830, Statutes of 1997, effective January 1, 1998, which amends Penal Code Section 6025 by adding two members to the BOC. An additional Chief Probation Officer will be added from a county with a population under 200,000, and the current chief's position on the BOC is now defined as being from a county with a population over 200,000. Also to be added is a rank and file member at the level of a first line supervisor or lower, from a local corrections facility as defined in Penal Code Section 6035.

With these additions, the BOC will now be comprised of 13 members, including three permanent ex-officio members (Secretary of the Youth and Adult Correctional Agency as Chair; Director of the Department of the Youth Authority, and Director of the Department of Corrections) and 10 members appointed by the Governor as described in Penal Code Section 6025. The 13-member BOC sets all regulation and policy direction, and meets bimonthly in various locations throughout the state. All agencies impacted by BOC regulations are notified of all meetings and interested parties are encouraged to attend. The next meeting of the BOC will be on January 22, 1998, in Sacramento.

Minimum Jail Standards Revision

On November 20, 1997, the BOC approved proposed revisions to minimum standards for operation and construction of local adult detention facilities as contained in Titles 15 and 24, California Code of Regulations (CCR), and authorized submittal of the rulemaking file (the official record) to the Office of Administrative Law (OAL) and the Building Standards Commission (BSC).

The revisions were initially developed by an Executive Steering Committee (ESC) and submitted to the BOC. Approximately 900 copies of proposed standards were mailed to impacted agencies and interested parties for a 45-day public comment period. Three statewide public hearings were held in July 1997 and additional revisions were made based on public comment. Revised proposed regulations were distributed to impacted agencies and interested parties for another comment period, and staff completed a standard-by-standard cost analysis, prior to BOC final approval of the revisions.

Revised standards impact several areas including population accounting, discipline, self-administration medication program, transfer of medical information, and natural light requirement.

Revised Title 15 operational standards are expected to be effective in February or March 1998 after OAL approval. Revised Title 24 construction standards are expected to be effective in January 1999 after the BSC submits proposed revisions to the International Conference of Building Officials (ICBO). The ICBO allows six months for publishing in Code, and by law standards become effective 180 days later. If you have any questions or want more information on the revisions, please contact the BOC field representative responsible for your facility inspections.

New Home for the MACC (Manager/Administrator Core Course)

STC regulation revisions that went into effect July 1, 1996, amended entry-level Core training requirements for persons who promote for the first time to a manager or administrator position. The regulations now require participation in an 80 hour curriculum in general management and administration subjects during the first year of assignment.

The design process for the course involved manager/administrator practitioners in a task analysis and management experts in a survey of contemporary management and leadership practices. Curriculum designers then crafted a highly tailored curriculum based on information developed by the two design groups.

STC has managed delivery of the course in order to field test the curriculum. Before the curriculum was finalized, STC solicited providers in July 1997 for interest in taking responsibility for the *MACC* beginning during 1998.

After a careful screening process of several interested training providers, the San Diego Regional Training Center was invited to be the provider. The Center is a joint powers agency having delivered technical, supervisory and management programs to public sector organizations since 1967. A high percentage of its programs are directed at local government agencies in California. Center Director, Suzanne Foucault, and Program Manager, Maril O'Shaughnessy (based in Sacramento), will monitor delivery of *MACC III* during the weeks of October 27 and December 8, 1997, and *MACC IV* during the weeks of January 27 and March 2, 1998 with the intent of delivering *MACC V* late this fiscal year.

The San Diego Center intends to adhere to the carefully engineered design of the program, incorporating curriculum review to insure its currency. The program will continue to be staffed with a rich array of local government managers and leaders, as well as experts in the latest management and leadership trends.

The Center is committed to the principles of the course design and includes:

- 1) management and leadership skills are sharply differentiated from supervisory skills typically addressed in supervisory training programs;
- 2) adult learning is most effective when methods of training delivery transcend the use of a parade of speakers, and instead engage participants in the practice of skills; and
- 3) skills are relevant to tasks performed by those attending, and, therefore, are highly transferable to the work environments of participants.

Juvenile Facility Crowding Work Group

Title 15, Section 1343, California Code of Regulations (CCR), requires counties to report to the BOC's Executive Officer when minors are detained in living units which exceed capacity for more than 15 calendar days in a month. The Executive Officer may make a preliminary determination if the facility is unsuitable for the continued confinement of minors. If the facility is considered unsuitable, the matter is brought before the BOC at its next scheduled meeting.

In order to address the systemic problem of crowding in juvenile facilities, in May 1997 the BOC directed staff to create a "Juvenile Facility Crowding Work Group" for the purpose of developing recommendations to the BOC on a process for assessing the impact of crowding on any local juvenile facility (see below).

The charge is for the work group to develop recommendations to the BOC to ensure appropriate procedures, practices, and safeguards to provide adequate care, custody, and control through appropriate staffing, safety, security, classification, education and programs. The workgroup has met twice so far and it is anticipated that their recommendations, when developed, will be presented to the BOC at its meeting in March 1998. The next edition of *The Standard* will provide information on their recommendations.

Juvenile Facility Crowding Work Group Members

| | |
|---|--|
| Don Hallstrom , Chair Chief Deputy Orange County Probation Department | Tom Pedersen California Youth Authority |
| Brian Anderson Supervisor Butte County Juvenile Hall | Calvin Remington Chief Probation Officer Ventura County Corrections Services Agency |
| Brian Cooley Superintendent Fouts Springs Boys Ranch | Michael Robak Chief Probation Officer Solano County Probation Department |
| Bill Davidson Chief Probation Officer Merced County Probation Department | David Steinhart Commonweal Juvenile Justice Programs |
| Jerry Krans Assistant Sheriff Orange County Sheriff's Department Member, Board of Corrections | Trula Worthy-Clayton Chief, Detention Services Bureau Los Angeles County Probation Department |

Distance Learning and the Internet

- Want to know what the BOC does, who its members are, and when and where it meets?
- Want your own copy of regulations or guidelines?
- Want to know about new or existing grant programs?
- Want your own copies of manuals pertaining to adult or juvenile facilities or STC software to aid your selection and training program?

(Answers, forms and software are available at www.bdcorr.ca.gov - the California Board of Corrections).

- Want to take a course in corrections or other criminal justice subjects, at your own pace and at your convenience?
- Want to receive college credit for a course?

(Sample the answers for example at <http://virtualu.ca.gov>; <http://169.229.20.8> - U.C. Berkeley Extension Courses On-Line; <http://156.3.125/leo/> - Rio Hondo College, or <http://www.utexas.edu/world/lecture> - Univ. of Texas).

What is going on here? Accessing information through the Internet. The continued increase in use of the Internet by governmental agencies, private industry, correctional practitioners, students and others are resulting in a more informed citizenry. The BOC's Web page receives over 5,000 contacts each month, inquiring about standards, correctional issues and training interventions.

The BOC Web page has been available for just 12 months, but the sites contacted through our Web site, and the inquiries that staff receive (yes, direct contact can be made to each BOC staff through the "Net"), have identified several interesting areas of inquiries. One of these is "distance learning."

What is distance learning? It's on-line education - a course or training intervention transmitted over the Internet to a single or group of internet users (students/trainees). Colleges, universities, high schools and private educational internet providers have their own requirements and procedures, as well as costs. But what they have in common are educational and training experiences that can prove to be much more cost-effective for consumers and employers.

In our state the Governor and educational officials have focused on the concept of the "virtual university" where one can achieve degrees and certifications in various subjects and majors. The University of California is already on-line with six sites and over 200 subjects. The California State University system has 12 campuses on-line, and there are 18 independent colleges and universities also on-line. The Community Colleges' Chancellor's Distance Education Technical Advisory Committee is winding down their five year project to have 123 community colleges on-line by the end of this fiscal year. Over 30 community colleges already are "up and running." Further, a federal grant of \$7.4 million has been provided to establish a nationwide "virtual high school." Graduates of these various educational interventions will be your future employees.

The BOC's Standards and Training for Corrections (STC) Program is currently exploring the efficacy of distance learning training interventions as another training tool for correctional managers in the maintenance of highly qualified corrections personnel. Let your STC field representative know what your experiences have been and watch for updates on this subject in future editions of *The Standard*.

STC and Community Correctional Facilities

STC has been providing technical assistance and program compliance monitoring to 12 local Community Correctional Facilities (CCFs), pursuant to an interagency agreement between the BOC and the State Department of Corrections (CDC). CCFs are operated by local entities (cities and one county) and by private companies for the purpose of housing state CDC minimum security inmates. These facilities are deemed to be “local” detention facilities since they are not state operated.

CCFs are required by statute, and by contractual agreement with CDC, to meet STC’s minimum selection (hiring) and Core and annual training standards as contained in Title 15, California Code of Regulations. However, CCFs do not receive state subvention from the Corrections Training Fund; they receive subvention directly from CDC pursuant to their operational contract. In all other ways, CCFs follow the same procedures as all other STC participating agencies.

The number of CCFs grew to 16 in FY 1997/98, with a good possibility of even more facilities coming on-line in the future. Training managers from many of these facilities are developing in-house courses, using outside training providers, and are participating in regional training managers’ associations.

The STC Directory contains a section that identifies the CCFs, listing the facility administrator and training manager. When you meet a staff member from a CCF when attending training or at the annual training managers’ seminar (TMS), please welcome them to the STC family of over 180 participating local agencies.

Technology Advances to Serve You Better

In our effort to provide constituents with current information regarding BOC activities, we are upgrading our internal software from Microsoft Office 95 to Office 97, and are abandoning our old mainframe based software. This upgrade will allow for one system of interagency and intraagency e-mail and messaging, as well as increased Internet capabilities for putting documents on the BOC Web site. By taking advantage of affordable technology, we are better able to provide the latest information to you in readily accessible ways.

If you haven’t already checked out the BOC Web site, our address is www.bdcorr.ca.gov. You can find e-mail addresses for BOC staff if you’d like to drop us a line. We are continually updating and upgrading our site to make it more user friendly. If you have ideas about how our Web site can be improved, please contact our Webmaster, Carleen Okumura, at phone number 916/445-5073 (or send e-mail to bocar@bdcorr.ca.gov). If you choose to telephone BOC staff, you can always speak to a person at the BOC; you will not encounter voice-mail or confusing menus.

New Staff and Departing Staff

A number of changes have occurred at the BOC. Like any other organization, adjustments are made to accommodate for the occasional departure of valued members, the arrival of new staff, and for the realignment of organizational activities brought about by increased responsibilities. The BOC is currently experiencing all of the above events.

BOC Chair, Joe Sandoval, announced his retirement in September 1997. As Secretary of the Youth and Adult Correctional Agency (YACA), Joe provided oversight of the BOC, Board of Prison Terms, Youthful Offender Parole Board, Youth Authority and the Department of Corrections (CDC) and served as Chairman of the Board of Corrections from 1988 to 1997. His career spans from the Los Angeles Police Department where he achieved the rank of Captain, to the California State Police where he served as Chief, and eventually to YACA where he was appointed Secretary and served on two Governors' cabinets. Joe Sandoval distinguished himself as an effective and visionary leader. Best wishes for a happy and fulfilling retirement are extended to Joe and his family. The Acting Secretary of YACA, Tom Maddock, now serves as the Chair of the BOC.

We take this opportunity to acknowledge the past retirement of Karen Stoll who ended a 13 year career with the BOC in December 1996. Karen was a field representative assigned to Corrections Standards and Services Division (CSSD) and played an integral part in the jail bond construction program and the juvenile detention and standards revision process. We understand that Karen is enjoying retirement.

Forthcoming retirements at the BOC include Standards and Training for Corrections (STC) Division field representative Margaret Stricklin and contract consultant Tom Hamai. Margaret has been with the BOC for the past 18 years and was instrumental in the establishment of the STC program in its early years. Prior to coming to the BOC, Margaret served 16 years with the Alameda County Probation Department. Margaret is a past president of the California Probation, Parole and Correctional Association (CPPCA) and has worked extensively with the Bay Area Training Officers' Association (BATO). Margaret will begin her retirement on December 18, 1997. We'll miss you, Margaret.

Tom Hamai's last day on the job will December 31, 1997. Tom has been with the BOC for the past 2½ years, on "loan" from Santa Clara County, serving in the STC Division. His career in corrections includes 30 plus years with the Santa Clara County Probation Department where he last served as training manager. Tom has been active in BATO and was elected as the association's chairman on two occasions. Tom's retirement will provide him with more time to read and travel. Best wishes to Tom and his family in his retirement.

The BOC, until recently, was comprised of two operating divisions, the Standards and Training for Corrections Division (STC), under the direction of Deputy Director Chuck Page, and the Corrections Standards and Services Division (CSSD), under the direction of Deputy Director Toni Hafey. Due to increased statutory responsibilities, the BOC approved the split of the CSSD into two separate divisions, Facilities Standards and Operations Division (FSOD), under the direction of recently appointed Deputy Director Bill Crout, and Corrections Planning and Programs Division (CPPD), under the direction of current Deputy Director Toni Hafey. The STC Division remains intact and continues to serve its constituency as it has done in the past.

STC is responsible for establishing minimum standards for the selection and training of corrections personnel, administering a statewide training course certification process, providing corrections training

funds to local agencies, updating selection and training standards, and providing technical assistance to local agencies. We are pleased to announce the addition of new field representatives assigned to the STC Division (Internet e-mail address included): Bill Cornelius (bocorn@bdcarr.ca.gov), who comes by way of the Tehama County Probation Department where he served as the County's chief probation officer; Lana Kennon (bolana@bdcarr.ca.gov), who served 27 years with the San Mateo Probation Department, where she was active with the development and supervision of various programs; and, Jim Sida (bosida@bdcarr.ca.gov), a 20 year veteran of the Kern County Sheriff's Department, where he served as the custody division commander.

The FSOD is responsible for setting operational and construction standards for juvenile and adult detention facilities, conducting plan reviews of jail and juvenile hall architectural plans for facility construction, compiling Jail Profile Survey information, conducting the Juveniles in Jails Removal/Compliance Monitoring Program, and monitoring biennially all local adult and juvenile detention facilities in California. By way of background, new Deputy Director Bill Crout's career includes eight years as a police officer with the Los Angeles Police Department, 14 years with the San Luis Obispo Sheriff's Department where achieved the rank of Captain, and five years as a field representative at the BOC. Bill is also a graduate of the 161st Session of the FBI National Academy.

Joe Warshol (bojoe@bdcarr.ca.gov) has also joined the ranks of the FSOD field representatives. Joe's background involves 16 years with the Orange County Probation Department in juvenile detention facilities, and, most recently, 10 years with the El Dorado County Probation Department. Joe last served as the deputy chief probation officer responsible for the operation of the County's juvenile hall.

The CPPD is responsible for administering grants and programs; conducting research and evaluation; and distributing funds for the construction of local juvenile and adult facilities for violent offenders (e.g., the Federal Violent Offender Incarceration Grant Program and statewide Jail Bond Program); reducing the threat of juvenile crime and delinquency (e.g., the Juvenile Crime Enforcement and Accountability Challenge Grant); focusing on repeat and high-risk offenders (e.g., the Repeat Offender Prevention Program); and distributing funds for the development of boot camp programs and construction of boot camp facilities (e.g., Federal Boot Camp Grant Program).

New members of CPPD include Al Lammers (boal@bdcarr.ca.gov), a field representative, who for eight years served as director of Lammers Associates, primarily involved as a management consultant in the areas of business and criminal justice, and prior to that served as deputy director of Search Group, a criminal justice information system and research consortium with a national scope; John Berner, Ph.D., (boberner@bdcarr.ca.gov), a research consultant, who served 20 years with the Commission on Peace Officer Standards and Training (POST) where he was bureau chief of the Standards and Evaluation Services Bureau; and, Mike Barber (bobarber@bdcarr.ca.gov), a field representative, who has a background involving 15 years with the Yuba County Probation Department in a variety of assignments and eight years with the Office of Criminal Justice Planning (OCJP) where he worked in the Victim Witness Unit, and then served as the chief of the Gang Violence Suppression Unit.

As you can see, there have been some changes at the BOC. There has been a realignment of divisional tasks, dedicated and valued staff has retired, and some very talented staff has recently come aboard.

Governor Directs BOC to Conduct Juvenile Facility Profile Surveys

As a result of a critical need for better and more timely information on juvenile detention in California, Governor Wilson directed the BOC to establish a Juvenile Detention Facility Profile Survey, to be modeled after the successful BOC Jail Profile Survey, to regularly gather and report current and up-to-date juvenile detention information to local and state policymakers. On November 20, 1997, the BOC authorized staff to begin project development and appointed BOC member Susan Saxe-Clifford to chair, and BOC members Terrence Starr and Jerry Krans to co-chair, an Executive Steering Committee (ESC). The ESC will be comprised of local subject matter experts to guide this project and provide recommendations to the BOC.

The BOC is expected to take further action on this project at its January 1998 meeting, including establishing the membership of the ESC and an overall project development plan. Future editions of *The Standard* will provide updates on this important effort.

CALENDAR

Board of Corrections Meetings

January 22 – Sacramento
 March 19 – Bakersfield
 May 21 – San Diego
 July 16 – Sacramento
 September 17 – Yuba City

Central California Training Officers

January 21 - Sonora
 February 18 - Fresno
 March 18 - Sonora
 April 15 - Modesto

Bay Area Training Officers

February 19 - Napa
 April 9 - San Ramon
 June 11 - Oakland

Northern California Training Officers

February 6 - Redding

Sacramento Area Training Managers

February 11 – Sacramento
 April 8 – Sacramento

Southern California Training Association

January 15 - San Diego
 March 19 - Orange

PEOPLE NEWS

Corcoran Police Department

Charles Chrestman is the new
 Chief of Police

Yolo Probation Department

Heidi Carothers is the new STC
 training manager

Riverside Probation Department

Douglas Boren is the Interim Chief
 Probation Officer

Riverside Probation Department

Lane Cash is the new STC training
 manager

McFarland CCF

Richard Millwee is the new
 director

McFarland CCF

Lt. Steve McFarland is the new
 STC training manager

Riverside Sheriff's Department

Chief Deputy Charlotte Boytor
 retired and has been replaced by
 Bob Dotts

San Diego Sheriff's Department

Asst. Sheriff Benny McLaughlin
 retired and has been replaced by
 Jim Marmack

Oakland Police

Sgt. Carmen Johnson is the new
 STC training manager

Solano Probation Department

Maggie Luna is the new STC
 training manager

Solano Sheriff's Department

Suzanne Fancett is the new STC
 training manager

Trinity Sheriff's Department

Jan Harerra is the new STC
 training manager

Delano CCF

Kelly Haughton is the new STC
 training manager

Claremont CCF

John Porter is the new director